



# City of Arvada

## Police Department

**DATE:** January 8, 2008

**TO:** Citizen's Capital Improvement Plan Participants

**FROM:** Deputy Chief Creager

**SUBJECT:** Facility Needs Summary

In 1974 the Arvada Police Department moved from 7622 Grandview Avenue to its current location, 8101 Ralston Road. Population in the city was 54,230 and the police department had 102 employees to share 16,000 square feet of room, equating to 160 square feet per employee.

In 1993 City Hall expanded giving the police department 28,306 square feet for 194 employees, equating to approximately 146 square feet per employee.

Today, the City's population is at 105,000. The police department is authorized 245 employees, leaving approximately 116 square feet per employee. (Broomfield and Westminster Police provide 195 square feet per employee.) Projections have police staffing at 271 by 2015, putting the department at 104 square feet per employee.

Summary of current concerns regarding current police space are highlighted below:

- Lobby was constructed prior to 911 and homeland security issues. All entries into City Hall lack enhanced security measures.
- There are no public interview rooms to report sensitive crimes in the police lobby.
- Records space has not increased since 1993, growing from 10 employees to 19. Fitting more employees into the same space results in a noisy and cluttered environment. Restroom availability includes using public restrooms or the unisex bathroom in the Criminal Investigation's hallway.
- The Criminal Investigation's Bureau (CIB) has increased from 21 in 1993 to 35 today. Offices are cubicles which have been stretched and compressed to fit in more work space. There is no meeting space, "war room," for group meetings strategizing how to investigate complicated high profile cases. CIB also must use public restrooms or unisex bathroom in hallway.
- Closets are being used for office space.
- Report writing room has seven work stations accommodating 10 to 40 officers at one time, based on time of day and shift. Ventilation can be a concern in the report writing room.
- The traffic office is small and narrow accommodating 9 employees. There is no storage or cleaning area for the motorcycles. Consequently, officers drive the motorcycles back and forth from home.
- Supervisors have no privacy for counseling employees or for other police matters.

- The squad room, also known as the briefing room, was divided to make space for processing evidence. Attendees at day time briefings will many times stand for lack of sitting space.
- Expansion into a closet in the men's locker room forced officers to relocate their gear into a hall closet.
- The break room was converted into Information Technology office space.
- Evidence and property is located in Administration. It should be housed near the crime lab and where officers process evidence. Transporting evidence from patrol to Administration means sensitive property is exposed to public traffic visiting City Hall. Evidence is out of space.
- Administration is open to the public, lacking security. It is isolation from the operational side of the police department.
- There is limited to no space to train at City Hall.

In summary, the department has creatively tried to house offices through reconfigured work space, sharing spaces and offsite locations. We are out of space and have no options for expansion at City Hall.